

DRAFT

RESOLUTION 20xx-xxx

**RESOLUTION AMENDING THE SAN DIEGO
UNIFIED PORT DISTRICT DIRECTORY OF
CLASSIFICATION SPECIFICATIONS FOR FISCAL
YEAR 2017-2018**

WHEREAS, the San Diego Unified Port District (District) is a public corporation created by the legislature in 1962 pursuant to Harbors and Navigation Code Appendix 1, (Port Act); and

WHEREAS, pursuant to Ordinance 1832, adopted on July 23, 1996, Personnel Rules and Regulations (Rule) were adopted; and

WHEREAS, Rule 4, Section 1 requires that a classification plan based upon and graded according to duties and responsibilities be adopted by the Board of Port Commissioners (BPC) and maintained by the Director, Human Resources, to provide for standardization and classification of all positions in the classified service; and

WHEREAS, the addition of new classifications, the elimination of current classifications, or changes impacting wages, hours or working conditions for current classifications must be submitted to the BPC for approval and in accordance with applicable state law; and

WHEREAS, District staff annually reviews and updates the existing Directory of Classification Specifications (Directory) to confirm its accuracy and to update it to current practice; and

WHEREAS, a new Directory is established for each new fiscal year; and

WHEREAS, after the establishment of the Directory for Fiscal Year 2017-2018, the Human Resources Department recently completed a review of the District's Information Technology (IT) Department and identified needed changes in the District's IT function, and meeting these needs requires that both the District's technology and the organizational structure of the IT Department be modernized; and

WHEREAS, staff recommends that the BPC amend the Directory to reflect the following changes:

1. Chief Information Security Officer (new position; position is exempt and unclassified);

20xx-xxx

2. Enterprise Operations Manager (new position; position is exempt and unclassified);
3. Geographic Information Systems Analyst I (new position; position is non-exempt and unclassified);
4. Geographic Information Systems Analyst II (new position; position is non-exempt and unclassified);
5. Geographic Information Systems Analyst III (new position; position is exempt and unclassified);
6. IT Business Partner (new position; position is exempt and unclassified);
7. IT Systems Engineer I (new position; position is non-exempt and unclassified);
8. IT Systems Engineer II (new position; position is exempt and unclassified);
9. IT Systems Engineer III (new position; position is exempt and unclassified);
10. IT Systems Engineer IV (new position; position is exempt and unclassified);
11. Manager, IT Business Partner (new position; position is exempt and unclassified);
12. Department Manager, Real Estate (changes to title, job duties and salary range; position is exempt and unclassified);
13. Geographic Information Systems Supervisor (changes to title, job duties and salary range; position is exempt and unclassified);
14. GIS Analyst (position is obsolete and is being removed; position is exempt and unclassified);
15. GIS Coordinator (position is obsolete and is being removed; position is exempt and unclassified);
16. Information Systems Supervisor (position is obsolete and is being removed; position is exempt and unclassified); and

20xx-xxx

17. Technology Security Supervisor (position is obsolete and is being removed; position is exempt and unclassified); and

18. Technology Services Supervisor (position is obsolete and is being removed; position is exempt and unclassified); and

19. Telecommunications Analyst (position is obsolete and is being removed; position is non-exempt and classified); and

20. Telecommunications Technician (position is obsolete and is being removed; position is non-exempt and classified).

NOW, THEREFORE, BE IT RESOLVED by the Board of Port Commissioners of the San Diego Unified Port District, as follows:

That there is hereby established and approved a Directory of Classification Specifications for all positions, both Classified and Unclassified, within the San Diego Unified Port District, for Fiscal Year 2017-2018 and said Directory of Classification Specifications for Fiscal Year 2017-2018 is on file in the office of the District Clerk.

BE IT FURTHER RESOLVED that said Directory of Classification Specifications for Fiscal Year 2017-2018 supersedes all previous Classification Specifications presently on file in the office of the District Clerk.

APPROVED AS TO FORM AND LEGALITY:
GENERAL COUNSEL

By: Assistant/Deputy

PASSED AND ADOPTED by the Board of Port Commissioners of the San Diego Unified Port District, this 5th day of December 2017, by the following vote: